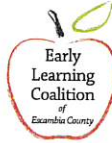


## **Board Meeting February 18, 2026**

### **Consent Agenda**

- |                                    |                 |
|------------------------------------|-----------------|
| <b>1. Agenda</b>                   | <b>CA 1-2</b>   |
| <b>2. Public Announcements</b>     | <b>CA 3-4</b>   |
| <b>3. Minutes: January 6, 2026</b> | <b>CA 5-8</b>   |
| <b>4. Financials: October 2025</b> | <b>CA 9-18</b>  |
| <b>5. Financials November 2025</b> | <b>CA 19-27</b> |
| <b>6. Financials December 2025</b> | <b>CA 28-37</b> |



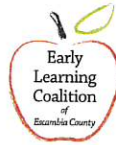
Early Learning Coalition of Escambia County  
Board Meeting Agenda  
February 18, 2026, at 10:00 a.m.

**Pages**

<b>I. Welcome and Introductions</b>	
a. Notification of this meeting of the Board of Directors was posted to the Coalition Public Calendar Board and sent to the Pensacola News Journal for publication on February 3, 2026	
<b>II. Public Comments</b>	
<b>III. Chair Opening Comments</b>	
a. Approval of Consent Agenda: Meeting Agenda, Minutes of January 6, 2026, Financial Reports for October through December 2025 (BA)	CA1 – CA37
b. Board Handbook/Training (D)	
<b>IV. Executive Committee Report</b>	3
a. Introduction of New Executive Director (D)	
b. Coalition's By-Laws Revision (D)	
c. Gubernatorial Board Appointments and Total Board Membership (D)	
<b>VI. Executive Director's Report</b>	4-5
a. Coalition Status Reports:	
1. Financial Update (D)	Mona Jackson 6
2. SR/VPK Enrollment/Wait List Status Report (D)	Nina Daniels 7-11
3. Contracting Summary Report (D)	Dawn Engel 12-13
<b>VII. Old Business</b>	
a. Fiscal Year 25-26 SR Funding Projections – Update (D)	
b. Impact 100 Grant - Update (D)	Melissa Jennings
<b>VIII. New Business</b>	
a. Mr. Thompson's Board Resignation (D)	14
b. RDC Chair Vacancy (D)	
c. Approval of New ED's Credit Card (BA)	
d. Approval of adding Mr. Henderson to the Checking Account (BA)	
e. Delegation Letter for the ED (BA)	15
f. Employee Handbook Revision (BA)	ATT
g. MOU ELC and CAPC (BA)	16

Key: (BA) = Board Approval (D) = Discussion (I) = Information Att = Attached file

*The mission of the Early Learning Coalition of Escambia County is to identify and meet the needs of children and families to lay the foundation for lifetime success by: maximizing each child's potential, preparing children to enter school ready to learn, and helping families achieve economic self-sufficiency.*



- h. HR Services **(I)**
- i. Bruce Watson's Retirement Celebration Ideas **(D)**

**IX. Audits and Reviews in Progress**

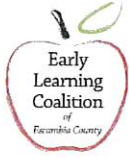
- a. 2024-2025 Financial Review - Report **(D)**
- b. 2024-2025 Accountability Review - Final Report and CAP **(D)** 17-18
- c. FY 2024-2025 A-133 – Initial Introduction **(I)**

**X. Adjourn**

**Next Meeting: Thursday, May 14, 2026, at 10:00 a.m. at the Early Learning Coalition offices,  
1720 W. Fairfield Dr., Suite 100/400, Pensacola, FL 32501**

**Key: (BA) = Board Approval (D) = Discussion (I) = Information Att = Attached file**

*The mission of the Early Learning Coalition of Escambia County is to identify and meet the needs of children and families to lay the foundation for lifetime success by: maximizing each child's potential, preparing children to enter school ready to learn, and helping families achieve economic self-sufficiency.*



## **Early Learning Coalition of Escambia County**

1720 West Fairfield Drive, Suite 100/400  
Pensacola FL. 32501

DATE: February 3, 2026

### **PUBLIC SERVICE ANNOUNCEMENT**

A meeting of the legislatively mandated Early Learning Coalition of Escambia County

### **Board Meeting will be held on Wednesday, 18th of February at 10:00 a.m.**

at the

Joyce Griffin Room for Professional Development and Testing  
Early Learning Coalition of Escambia County  
1720 West Fairfield Drive, Suite 100/400  
Pensacola, FL. 32501

The agenda and meeting materials will be posted to [www.elcescambia.org](http://www.elcescambia.org).

For more information, or to receive an invite to the full virtual meeting, call or email:

Renee Maxwell, Administrative Aide at (850) 595-5402 or [askelc@elcescambia.org](mailto:askelc@elcescambia.org).

The meeting may be accessed by:

Joining the Zoom Meeting:

<https://us02web.zoom.us/j/87594764119?pwd=56H8H70BNgwTSvsmCeJDEwa1P34Rgu.1>

Meeting ID: 875 9476 4119

Passcode: 235060





## **Renee Maxwell**

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**From:** Renee Maxwell  
**Sent:** Tuesday, February 3, 2026 2:37 PM  
**To:** Pensacola News Journal (business@pnj.com)  
**Subject:** Public Service Announcements February 2026

Good afternoon,

Please post the following February 2026 meeting in your free government meeting calendar for the Early Learning Coalition of Escambia.

### **Board Meeting will be held on Wednesday, February 18, 2026, at 10:00am.**

The meeting will be held in the Joyce Griffin Room for Professional Development and Testing at the Early Learning Coalition of Escambia County  
1720 West Fairfield Drive Suite 100/400 Pensacola, FL. 32501

The meeting may be accessed by:

Joining the Zoom Meeting

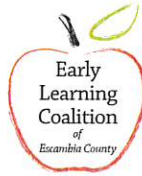
<https://us02web.zoom.us/j/87594764119?pwd=56H8H70BNgwTSvsmCeJDEwa1P34Rgu.1>

Meeting ID: 875 9476 4119  
Passcode: 235060

Renee Maxwell  
Administrative Aide  
**Early Learning Coalition of Escambia County**  
**1720 West Fairfield Dr.**  
**Suite 100/400**  
**Pensacola, FL 32501**

[rmaxwell@elcescambia.org](mailto:rmaxwell@elcescambia.org) [www.elcescambia.org](http://www.elcescambia.org)  
**Main: 850-595-5400, Direct Office Line: 850-595-5402**

Sunshine Law and Public Records Caution: 1) The Florida Government in the Sunshine Law prohibits discussion outside of a duly noticed meeting between any two or more Early Learning Coalition of Escambia County board members regarding any matter that may come before the Board. This prohibition extends to discussions via email. 2) Furthermore, most email communications made or received by the Early Learning Coalition of Escambia County members or staff are considered public records that must be retained and, upon request, made available to the public and media.



**Early Learning Coalition of Escambia County  
Board Meeting Minutes  
January 6, 2026, 10:30 a.m.  
Interim Chair: Tammy Hicks**

**Members in Attendance**

Roger Thompson	Bambi Sealy	Tammy Hicks
Shaondra Primm	Deborah Tucker	Brian Wyer
Tarae Donaldson	Mary Ann Bickerstaff	Lindsey Cannon
Doug Brown	Melissa Sidoti	Mona Jackson
Craig Jones	Paul Fetsko	

**Members Absent**

Edna Williams	Deanna Oleske	Cindy Kirk
Reginald Dogan		

**Public in Attendance**

Kathy McKechnie	Melissa Stankard	Stephanie Bosso
Brooke Watkins	Marcus McBride	

**Staff in Attendance**

Bruce Watson	Dawn Engel	Tom Porter
Melissa Jennings	Nina Daniels	Stephanie Richardson
Jase Palmer	Mary Palmer	Angela Mitchell
Paula Rollins	Natasha Brantley	Baileigh Bosso
Misty Lambeth	Candace Salter	Theresa Hoang
Millie Fre	Clay Gillis	Renee Maxwell

**I. Welcome and Introduction**

Notification of this meeting of the Board of Directors was sent to the Pensacola News Journal for publication on January 5, 2026, and posted to the Coalition Public Calendar Board. The meeting was called to order by the Interim Chair, Ms. Hicks.

**II. Public Comments**

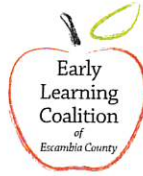
**a. Ms. Melissa Stankard**

Ms. Stankard addressed the Board expressing her concerns about how the Board is handling the hiring process of Executive Director position. Ms. Stankard also spoke on behalf of many staff members to recommend Ms. Engel for the position of Executive Director.

**b. Ms. Stephanie Bosso**

Ms. Bosso addressed the Board to give her recommendation of Ms. Engel for Executive Director.

**c. Ms. Kathie McKechnie**



Ms. McKechnie addressed the Board to express her support for Ms. Engel to be the new Executive Director of the Coalition.

**d. Ms. Brooke Watkins**

Ms. Watkins addressed the Board regarding her concerns regarding the Board's hiring process of a new Executive Director. Ms. Watkins also made her recommendation of Ms. Engel for the Executive Director position.

**III. Chair Opening Comments**

**a. Approval of Consent Agenda: Meeting Agenda, Minutes of December 2, 2025 and Minutes of December 15, 2025**

Upon a motion made by Mr. Fetsko and seconded by Mr. Thompson, the Meeting Agenda, Minutes of December 2, 2025, and Minutes of December 15, 2025 were approved without objection.

**IV. New Business**

**a. New Articles**

News Articles were presented to Board. Mr. Brown wanted clarification of the relevance of the news articles.

Mr. Watson responded by saying that after the hiring committee met, Mr. Watson felt it was in the best interest of the Coalition to look into the backgrounds of all four candidates.

Mr. Brown asked Mr. Watson if that was an independent action or if it was done on behalf of the hiring committee. Mr. Watson responded, saying that it was an independent action.

Mr. Brown asked Mr. Watson what he wanted the Board to know from this information.

Mr. Watson replied that he thinks the hiring committee should speak for itself. The last article was added at the request of a member of the hiring committee. Mr. Watson went on to state that he believes that the new information will likely impact the hiring committee's recommendation.

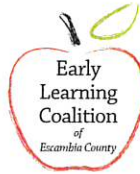
**b. Hiring Committee Recommendation**

Ms. Cannon discussed the hiring committee's process and stated that after hours of discussion, Mr. Al Henderson was chosen as their recommendation for the Executive Director's position.

Ms. Cannon went on to say that Ms. Engel was not in the discussions for the position since the Board had already heard a motion to make her Executive Director and Ms. Engel did not receive the majority of votes to be awarded the position of the Executive Director.

Mr. Jones stated that the hiring committee asked Mr. Watson to contact Mr. Henderson to see if he was still interested in the Executive Director position. The new articles stated that Mr. Henderson had accepted a position with Escambia County and that his start date is January 12, 2026. Mr. Jones stated that as of the time of this meeting there had been no word from Mr. Henderson.





Mr. Thompspon stated that he personally feels that Ms. Engel should still be considered in the mix of candidates and that the Board should make the decision.

Mr. Watson stated that with the role the Coalition plays in the community, and with our relationship with our partner agencies, do we feel like it's the best interest of the Coalition to offer a position to somebody that the County has just hired. What will that do with our relationships with the County?

Mr. McBride wanted on record that he feels that bringing the news articles into this conversation at this point in time is dangerous. He feels that the conversation that is being had speaks of a lot of inappropriate things that may have happened in leadership and discussions.

Mr. Fetsko shared his experience of how the hiring process is done at the school board. Mr. Fetsko says the school board uses a rank order process. If the top candidate does not accept the open position, then you offer the position to the next candidate in rank order.

Mr. Brown made a motion for the Hiring Committee to provide the Rank Order. The motion was seconded by Ms. Sidoti.

The Hiring Committee provided the rank order:

1. Al Henderson
2. Dawn Engel
3. Michelle Forrest

Ms. Maxwell stated for the record that she has been present at all of the hiring committee meetings and shared that Ms. Engel had scored highest overall on the resume reviews.

The motion was put to a roll call vote. 14 members of the board were present, and 4 members of the board were absent.

13 members voted in favor

1 member Abstained

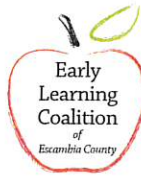
The motion to accept the Rank Order made by the Hiring Committee was passed.

Ms. Primm made a motion to implement a timeframe of (3) business days on receiving a response from each candidate that the job offer is extended to. The motion was seconded by Mr. Brown. The motion passed without objection.

Ms. Hicks requested that the hiring committee draft the tentative offer letter that she will need to send to Mr. Henderson.

Ms. Donaldson stated that she can provide a tentative offer letter template that can be used.





Ms. Cannon stated that the Board needs to decide what salary they want to offer Mr. Henderson. Ms. Cannon went on to state that Mr. Henderson will have to come in and do a lot of repair work and relationship building.

Ms. Engel asked Ms. Cannon to clarify what repairs needed to be done.

Ms. Cannon replied, there will be repairs needed amongst the staff.

Conversation turned back to whether Mr. Henderson was still interested in the position.

Ms. Cannon offered to call Mr. Henderson while the meeting was still going on, to ask if he was still interested in the position.

Ms. Cannon left the room to make the call to Mr. Henderson. Notation of what was said in the conversation is not available.

After a brief pause, Ms. Cannon returned to the meeting and stated that Mr. Henderson said that he was still interested in the job and that he would not have applied if he was not interested. Ms. Cannon stated that Mr. Henderson stated that the Coalition is a better fit for him.

**V. Adjourn**

The meeting was adjourned at 11:39 a.m.

**Next Meeting: Thursday, February 12, 2026, at 10:00 a.m. at the Early Learning Coalition offices at 1720 West Fairfield Dr., Suite 100/400, Pensacola, FL 32501**

**Statement of Activity**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
October 2025

Distribution account	Total
<b>Income</b>	
3300 REVENUES - STATE FUNDING	
33001 REVENUES - STATE FUNDING SR	1,413,725.23
33002 REVENUES - STATE FUNDING VPK	608,533.43
<b>Total for 3300 REVENUES - STATE FUNDING</b>	<b>\$2,022,258.66</b>
3405 REVENUES - LOCAL MATCH CHILDREN'S TRUST	19,906.21
<b>Total for Income</b>	<b>\$2,042,164.87</b>
<b>Cost of Goods Sold</b>	
4000 (6501) DIRECT PROVIDER PAYMENTS	
4001 (6501) SR Provider Payments	1,189,073.60
4002 (6501) VPK Provider Payments	589,462.10
4003 (6501) SR PLUS Provider	4,355.08
<b>Total for 4000 (6501) DIRECT PROVIDER PAYMENTS</b>	<b>\$1,782,890.78</b>
<b>Total for Cost of Goods Sold</b>	<b>\$1,782,890.78</b>
<b>Gross Profit</b>	<b>\$259,274.09</b>
<b>Expenses</b>	
41111 Payroll expenses	
4110 (5001) SALARIES	166,799.67
4111 Payroll Fees	2,258.00
4120 (5005) EMPLOYER TAX & WORKMEN'S COMP	12,374.51
4210 (5020) BENEFITS - RETIREMENT	0.00
4212 (5020) Payroll Expenditures	1,803.89
4213 401K Match	2,753.14
<b>Total for 41111 Payroll expenses</b>	<b>\$185,989.21</b>
4150 (5007) STAFF RECRUIT / SCREENING, ETC.	105.38
4220 (5010) INSURANCE - VISION & DENTAL	\$1,713.73
4221 Dental & Vision EE Portion	25.27
<b>Total for 4220 (5010) INSURANCE - VISION &amp; DENTAL</b>	<b>\$1,739.00</b>

**Statement of Activity**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
**October 2025**

Distribution account	Total
4230 (5010) BENEFITS - HEALTH INSURANCE	\$34,438.61
4231 (5011) Health Insurance - EE Portion	0.00
<b>Total for 4230 (5010) BENEFITS - HEALTH INSURANCE</b>	<b>\$34,438.61</b>
4240 (5030) BENEFITS - LIFE INSURANCE	
4241 Voluntary Insurance	-8.34
<b>Total for 4240 (5030) BENEFITS - LIFE INSURANCE</b>	<b>-\$8.34</b>
4251 Insurance-STD-100% ER	963.56
4271 Basic Term Life-100% ER	219.04
4315 (6030) PROF. & TECH. SERV. - REPAIRS & MAINT.	5,311.12

**Statement of Activity**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
**October 2025**

Distribution account	Total
4340 (7510) TRAVEL - LOCAL	1,052.35
4355 (7001) DOCUMENT STORAGE	-4.53
4360 (7001) RENT	0.00
4365 (7101) EQUIPMENT LEASES	-492.97
4370 (7201) COMMUNICATIONS, PHONE & INTERNE	1,825.59
4375 (7051) POSTAGE	340.82
4450 (7420) NON-EMP TRAINING	2,001.21
4510 (7151) OFFICE SUPPLIES	394.51
4520 (7401/7405) PROGRAM SUPPLIES	3,297.23
4525 (7410) OUTREACH ACTIVITIES & MATERIALS	2,444.88
4530 (6025) PRINTING	-175.75
4550 (7620) DUES, FEES & SUBSCRIPTIONS	3,043.68
4645 (7302) REPAIRS & MAINTENANCE - EQUIP	279.63
4690 (7605) COMPUTER SOFTWARE & SUPPLIES	311.43
4760 (7601) BankFee Bank Fees	-102.47
7900 Individuals Restitution	-125.00
<b>Total for Expenses</b>	<b>\$242,848.19</b>
<b>Net Operating Income</b>	<b>\$16,425.90</b>
<b>Other Income</b>	
3500 INCOME, INTEREST ON LOCAL FUNDS	217.14
<b>Total for Other Income</b>	<b>\$217.14</b>
<b>Net Other Income</b>	<b>\$217.14</b>
<b>Net Income</b>	<b>\$16,643.04</b>



**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of October 31, 2025

Distribution account	Total
<b>Assets</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1114 Renasant Bank - CHECKING	2,575,933.51
1115 PETTY CASH	100.00
<b>Total for Bank Accounts</b>	<b>\$2,576,033.51</b>
<b>Accounts Receivable</b>	
1100 *Accounts Receivable	
11001 Accounts Receivable - SR	0.00
11002 Accounts Receivable - VPK	0.00
11003 Accounts Receivable - CRRSA	0.00
11004 Accounts Receivable - ARPA	0.00
11005 Accounts Receivable - CARES	0.00
11006 Accounts Receivable - ESSER	0.00
11022 Grants Receivable - Children's Trust	0.00
1102 Grants Receivable	1,942,164.87
<b>Total for 1100 *Accounts Receivable</b>	<b>\$1,942,164.87</b>
<b>Total for Accounts Receivable</b>	<b>\$1,942,164.87</b>
<b>Other Current Assets</b>	
1151 PREPAID	
1152 PREPAID -POSTAGE	1,809.92
<b>Total for 1151 PREPAID</b>	<b>\$1,809.92</b>
1153 Other Current Assets	\$0.00
1197 Accrued Revenue	0.00
1210 Due From Others-Providers	0.00
<b>Total for 1153 Other Current Assets</b>	<b>\$0.00</b>
1200 DEPOSITS	8,850.00
<b>Total for Other Current Assets</b>	<b>\$10,659.92</b>

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of October 31, 2025

Distribution account	Total
<b>Total for Current Assets</b>	<b>\$4,528,858.30</b>
Fixed Assets	
1330 F.A. - Computers & Equipment	0.00
1340 F.A. - FURNITURE & EQUIPMENT	218,949.73
1349 ACCUMULATED DEPRECIATION 1349	-\$199,705.20
13491 Accumulated depreciation	-19,244.53
<b>Total for 1349 ACCUMULATED DEPRECIATION 1349</b>	<b>-\$218,949.73</b>
<b>Total for Fixed Assets</b>	<b>\$0.00</b>

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of October 31, 2025

Distribution account	Total
Other Assets	
1370 Right of Use Asset	\$602,861.00
1371 ROU Asset Accumulated Amortization	-385,482.49
Total for 1370 Right of Use Asset	\$217,378.51
Total for Other Assets	\$217,378.51
Total for Assets	\$4,746,236.81
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2120 ACCOUNTS PAYABLE	\$92,175.71
21201 Accounts Payable (A/P)	1,681,207.45
Total for 2120 ACCOUNTS PAYABLE	\$1,773,383.16
2150 GARNISHMENTS PAYABLE	0.00
2151 401K Loans Payable	0.00
Total for Accounts Payable	\$1,773,383.16
Credit Cards	
1143 Credit Card - WW	0.00
1146 2787 - WW - THE FIRST CC	\$2,824.06
11461 2787 - WW - THE FIRST CC	0.00
11462 2787 - DE - THE FIRST CC	0.00
Total for 1146 2787 - WW - THE FIRST CC	\$2,824.06
Total for Credit Cards	\$2,824.06
Other Current Liabilities	
2124 Garnishments	-1,190.45
2199-wa Due to Service Providers	0.00
2210 Payroll wages and tax to pay	
2211 Payroll tax to pay	0.00

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of October 31, 2025

Distribution account	Total
29981 Accrued Payroll	67,596.73
2998-wa Accrued Payroll Liability	0.00
<b>Total for 2210 Payroll wages and tax to pay</b>	<b>\$67,596.73</b>
2220 BENEFITS PAYABLE - VIS & DENT	
22202 Vision & Dental Employee Contribution hold	0.00
<b>Total for 2220 BENEFITS PAYABLE - VIS &amp; DENT</b>	<b>\$0.00</b>
2225 BENEFITS PAYABLE - 401K	
22251 401K Employee Contribution hold	0.00



**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of October 31, 2025

Distribution account	Total
<b>Total for 2225 BENEFITS PAYABLE - 401K</b>	<b>\$0.00</b>
2230 BENEFITS PAYABLE - HEALTH INS	
22303 Health Insurance Employee Contribution hold	0.00
<b>Total for 2230 BENEFITS PAYABLE - HEALTH INS</b>	<b>\$0.00</b>
2250 Interest-Due to State of FL	543.44
23000 Prior Year Adjustments to Receipts	\$0.00
23001 PE 6 30 23 Adjustment	0.00
<b>Total for 23000 Prior Year Adjustments to Receipts</b>	<b>\$0.00</b>
2400 SUSPENSE ACCT - INTEREST PTS	0.00
2401 SUSPENSE - PROV PT FL TREA HUNT	75.00
2402 SUSPENSE - FRAUD & RESTITUTION	0.00
2404 SUSPENSE - OTHER	0.00
2405 SUSPENSE ACCT - SDRNDG - Employee Deductions HOLD	\$0.00
24054 United Way Employee Contribution hold	0.00
24055 EMPLOYEE TAX LIABILITY HOLDING Account	0.00
<b>Total for 2405 SUSPENSE ACCT - SDRNDG - Employee Deductions HOLD</b>	<b>\$0.00</b>
2410 ADVANCES FROM OEL	\$0.00
24101 Advances Form OEL - SR	1,700,000.00
24102 Advances from OEL - VPK	650,000.00
24103 Advances from OEL - CRRSA	0.00
24104 Advances from OEL - ARPA	0.00
<b>Total for 2410 ADVANCES FROM OEL</b>	<b>\$2,350,000.00</b>
2420 Deferred Revenue	0.00
2500 ST Lease Liability ROU Asset	139,528.41
2600 FIRE INSURANCE CLAIM SUSPENSE	95,224.17
<b>Total for Other Current Liabilities</b>	<b>\$2,651,777.30</b>
<b>Total for Current Liabilities</b>	<b>\$4,427,984.52</b>
Long-term Liabilities	

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of October 31, 2025

Distribution account	Total
2650 LT Lease Liability ROU Asset	84,254.31
<b>Total for Long-term Liabilities</b>	<b>\$84,254.31</b>
<b>Total for Liabilities</b>	<b>\$4,512,238.83</b>
Equity	
2700 OPENING EQUITY	\$0.00
2701 FY 0708 OPENING EQUITY ITEMS (deleted)	0.00
<b>Total for 2700 OPENING EQUITY</b>	<b>\$0.00</b>
2705 UNRESTRICTED - NET ASSETS	0.00
3000 Opening balance equity	0.00

**Statement of Financial Position**  
 EARLY LEARNING COALITION OF ESCAMBIA COUNTY  
 As of October 31, 2025

Distribution account	Total
3200 Unrestricted Net Assets	128,770.94
Retained Earnings	102,994.02
Net Income	2,233.02
<b>Total for Equity</b>	<b>\$233,997.98</b>
<b>Total for Liabilities and Equity</b>	<b>\$4,746,236.81</b>

**Statement of Activity**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
November 2025

Distribution account	Total
<b>Income</b>	
3300 REVENUES - STATE FUNDING	
33001 REVENUES - STATE FUNDING SR	1,265,006.61
33002 REVENUES - STATE FUNDING VPK	382,560.07
<b>Total for 3300 REVENUES - STATE FUNDING</b>	<b>\$1,647,566.68</b>
3405 REVENUES - LOCAL MATCH CHILDREN'S TRUST	19,906.27
<b>Total for Income</b>	<b>\$1,667,472.95</b>
<b>Cost of Goods Sold</b>	
4000 (6501) DIRECT PROVIDER PAYMENTS	
4001 (6501) SR Provider Payments	1,061,786.20
4002 (6501) VPK Provider Payments	365,916.75
4003 (6501) SR PLUS Provider	4,748.78
<b>Total for 4000 (6501) DIRECT PROVIDER PAYMENTS</b>	<b>\$1,432,451.73</b>
<b>Total for Cost of Goods Sold</b>	<b>\$1,432,451.73</b>
<b>Gross Profit</b>	<b>\$235,021.22</b>
<b>Expenses</b>	
41111 Payroll expenses	
4110 (5001) SALARIES	146,607.11
4111 Payroll Fees	2,320.60
4120 (5005) EMPLOYER TAX & WORKMEN'S COMP	11,150.62
4210 (5020) BENEFITS - RETIREMENT	0.00
4213 401K Match	2,433.19
<b>Total for 41111 Payroll expenses</b>	<b>\$162,511.52</b>
4150 (5007) STAFF RECRUIT / SCREENING, ETC.	883.25
4220 (5010) INSURANCE - VISION & DENTAL	\$1,622.04
4221 Dental & Vision EE Portion	-42.54
<b>Total for 4220 (5010) INSURANCE - VISION &amp; DENTAL</b>	<b>\$1,579.50</b>
4230 (5010) BENEFITS - HEALTH INSURANCE	\$34,438.61



**Statement of Activity**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
**November 2025**

Distribution account	Total
4231 (5011) Health Insurance - EE Portion	0.00
<b>Total for 4230 (5010) BENEFITS - HEALTH INSURANCE</b>	<b>\$34,438.61</b>
4240 (5030) BENEFITS - LIFE INSURANCE	
4241 Voluntary Insurance	-36.35
<b>Total for 4240 (5030) BENEFITS - LIFE INSURANCE</b>	<b>-36.35</b>
4251 Insurance-STD-100% ER	951.51
4271 Basic Term Life-100% ER	213.19
4315 (6030) PROF. & TECH. SERV. - REPAIRS & MAINT	4,682.29
4330 (7501) TRAVEL - OUT OF TOWN	1,441.54

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of November 30, 2025

Distribution account	Total
<b>Assets</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1114 Renasant Bank - CHECKING	2,480,209.26
1115 PETTY CASH	100.00
<b>Total for Bank Accounts</b>	<b>\$2,480,309.26</b>
<b>Accounts Receivable</b>	
1100 *Accounts Receivable	
11001 Accounts Receivable - SR	0.00
11002 Accounts Receivable - VPK	0.00
11003 Accounts Receivable - CRRSA	0.00
11004 Accounts Receivable - ARPA	0.00
11005 Accounts Receivable - CARES	0.00
11006 Accounts Receivable - ESSER	0.00
11022 Grants Receivable - Children's Trust	0.00
1102 Grants Receivable	1,487,379.16
<b>Total for 1100 *Accounts Receivable</b>	<b>\$1,487,379.16</b>
<b>Total for Accounts Receivable</b>	<b>\$1,487,379.16</b>
<b>Other Current Assets</b>	
1151 PREPAID	
1152 PREPAID -POSTAGE	1,672.36
<b>Total for 1151 PREPAID</b>	<b>\$1,672.36</b>
1153 Other Current Assets	\$0.00
1197 Accrued Revenue	0.00
1210 Due From Others-Providers	0.00
<b>Total for 1153 Other Current Assets</b>	<b>\$0.00</b>
1200 DEPOSITS	8,850.00
<b>Total for Other Current Assets</b>	<b>\$10,522.36</b>

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
 As of November 30, 2025

Distribution account	Total
<b>Total for Current Assets</b>	<b>\$3,978,210.78</b>
Fixed Assets	
1330 F.A. - Computers & Equipment	0.00
1340 F.A. - FURNITURE & EQUIPMENT	218,949.73
1349 ACCUMULATED DEPRECIATION 1349	-\$199,705.20
13491 Accumulated depreciation	-19,244.53
<b>Total for 1349 ACCUMULATED DEPRECIATION 1349</b>	<b>-\$218,949.73</b>
<b>Total for Fixed Assets</b>	<b>\$0.00</b>

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of November 30, 2025

Distribution account		Total
<b>Other Assets</b>		
1370 Right of Use Asset		\$602,861.00
1371 ROU Asset Accumulated Amortization		-385,482.49
<b>Total for 1370 Right of Use Asset</b>		<b>\$217,378.51</b>
<b>Total for Other Assets</b>		<b>\$217,378.51</b>
<b>Total for Assets</b>		<b>\$4,195,589.29</b>
<b>Liabilities and Equity</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
2120 ACCOUNTS PAYABLE		\$92,175.71
21201 Accounts Payable (A/P)		1,329,237.11
<b>Total for 2120 ACCOUNTS PAYABLE</b>		<b>\$1,421,412.82</b>
2150 GARNISHMENTS PAYABLE		0.00
2151 401K Loans Payable		0.00
<b>Total for Accounts Payable</b>		<b>\$1,421,412.82</b>
<b>Credit Cards</b>		
1143 Credit Card - WW		0.00
1146 2787 - WW - THE FIRST CC		\$3,419.79
11461 2787 - WW - THE FIRST CC		0.00
11462 2787 - DE - THE FIRST CC		0.00
<b>Total for 1146 2787 - WW - THE FIRST CC</b>		<b>\$3,419.79</b>
<b>Total for Credit Cards</b>		<b>\$3,419.79</b>
<b>Other Current Liabilities</b>		
2124 Garnishments		-990.45
2199-wa Due to Service Providers		0.00
2210 Payroll wages and tax to pay		
2211 Payroll tax to pay		0.00

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
 As of November 30, 2025

Distribution account	Total
29981 Accrued Payroll	67,596.73
2998-wa Accrued Payroll Liability	0.00
<b>Total for 2210 Payroll wages and tax to pay</b>	<b>\$67,596.73</b>
2220 BENEFITS PAYABLE - VIS & DENT	
22202 Vision & Dental Employee Contribution hold	0.00
<b>Total for 2220 BENEFITS PAYABLE - VIS &amp; DENT</b>	<b>\$0.00</b>
2225 BENEFITS PAYABLE - 401K	
22251 401K Employee Contribution hold	0.00

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of November 30, 2025

Distribution account	Total
<b>Total for 2225 BENEFITS PAYABLE - 401K</b>	<b>\$0.00</b>
2230 BENEFITS PAYABLE - HEALTH INS	
22303 Health Insurance Employee Contribution hold	0.00
<b>Total for 2230 BENEFITS PAYABLE - HEALTH INS</b>	<b>\$0.00</b>
2250 Interest-Due to State of FL	543.44
23000 Prior Year Adjustments to Receipts	\$0.00
23001 PE 6 30 23 Adjustment	0.00
<b>Total for 23000 Prior Year Adjustments to Receipts</b>	<b>\$0.00</b>
2400 SUSPENSE ACCT - INTEREST PTS	0.00
2401 SUSPENSE - PROV PT FL TREA HUNT	75.00
2402 SUSPENSE - FRAUD & RESTITUTION	0.00
2404 SUSPENSE - OTHER	0.00
2405 SUSPENSE ACCT - SDRNDG - Employee Deductions HOLD	\$0.00
24054 United Way Employee Contribution hold	0.00
24055 EMPLOYEE TAX LIABILITY HOLDING Account	0.00
<b>Total for 2405 SUSPENSE ACCT - SDRNDG - Employee Deductions HOLD</b>	<b>\$0.00</b>
2410 ADVANCES FROM OEL	\$0.00
24101 Advances Form OEL - SR	1,600,000.00
24102 Advances from OEL - VPK	550,000.00
24103 Advances from OEL - CRRSA	0.00
24104 Advances from OEL - ARPA	0.00
<b>Total for 2410 ADVANCES FROM OEL</b>	<b>\$2,150,000.00</b>
2420 Deferred Revenue	0.00
2500 ST Lease Liability ROU Asset	139,528.41
2600 FIRE INSURANCE CLAIM SUSPENSE	95,224.17
<b>Total for Other Current Liabilities</b>	<b>\$2,451,977.30</b>
<b>Total for Current Liabilities</b>	<b>\$3,876,809.91</b>
Long-term Liabilities	

**Statement of Financial Position**  
 EARLY LEARNING COALITION OF ESCAMBIA COUNTY  
 As of November 30, 2025

Distribution account	Total
2650 LT Lease Liability ROU Asset	84,254.31
<b>Total for Long-term Liabilities</b>	<b>\$84,254.31</b>
<b>Total for Liabilities</b>	<b>\$3,961,064.22</b>
Equity	
2700 OPENING EQUITY	\$0.00
2701 FY 0708 OPENING EQUITY ITEMS (deleted)	0.00
<b>Total for 2700 OPENING EQUITY</b>	<b>\$0.00</b>
2705 UNRESTRICTED - NET ASSETS	0.00
3000 Opening balance equity	0.00



**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
 As of November 30, 2025

Distribution account	Total
3200 Unrestricted Net Assets	128,770.94
Retained Earnings	102,994.02
Net Income	2,760.11
<b>Total for Equity</b>	<b>\$234,525.07</b>
<b>Total for Liabilities and Equity</b>	<b>\$4,195,589.29</b>

**Statement of Activity**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
**December 2025**

Distribution account	Total
<b>Income</b>	
3300 REVENUES - STATE FUNDING	
33001 REVENUES - STATE FUNDING SR	1,342,249.60
33002 REVENUES - STATE FUNDING VPK	397,395.85
<b>Total for 3300 REVENUES - STATE FUNDING</b>	<b>\$1,739,645.45</b>
3340 REVENUES - UNIV of FL	100.00
3350 Prior Period Income/Expense	-2,133.85
3405 REVENUES - LOCAL MATCH CHILDREN'S TRUST	19,906.23
<b>Total for Income</b>	<b>\$1,757,517.83</b>
<b>Cost of Goods Sold</b>	
4000 (6501) DIRECT PROVIDER PAYMENTS	
4001 (6501) SR Provider Payments	1,111,157.64
4002 (6501) VPK Provider Payments	382,525.93
4003 (6501) SR PLUS Provider	3,556.38
<b>Total for 4000 (6501) DIRECT PROVIDER PAYMENTS</b>	<b>\$1,497,239.95</b>
<b>Total for Cost of Goods Sold</b>	<b>\$1,497,239.95</b>
<b>Gross Profit</b>	<b>\$260,277.88</b>
<b>Expenses</b>	
41111 Payroll expenses	
4110 (5001) SALARIES	171,701.75
4111 Payroll Fees	2,320.60
4120 (5005) EMPLOYR TAX & WORKMEN'S COMP	18,579.18
4210 (5020) BENEFITS - RETIREMENT	0.00
4213 401K Match	2,946.07
<b>Total for 41111 Payroll expenses</b>	<b>\$195,547.60</b>
4150 (5007) STAFF RECRUIT / SCRNNNG, ETC.	111.32
4220 (5010) INSURANCE - VISION & DENTAL	\$1,805.19
4221 Dental & Vision EE Portion	0.00

## Statement of Activity

EARLY LEARNING COALITION OF ESCAMBIA COUNTY

December 2025

Distribution account	Total
Total for 4220 (5010) INSURANCE - VISION & DENTAL	\$1,805.19
4230 (5010) BENEFITS - HEALTH INSURANCE	\$36,755.87
4231 (5011) Health Insurance - EE Portion	0.00
Total for 4230 (5010) BENEFITS - HEALTH INSURANCE	\$36,755.87
4240 (5030) BENEFITS - LIFE INSURANCE	
4241 Voluntary Insurance	0.00
Total for 4240 (5030) BENEFITS - LIFE INSURANCE	\$0.00
4251 Insurance-STD-100% ER	1,046.03
4271 Basic Term Life-100% ER	234.17

**Statement of Activity**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
December 2025

Distribution account	Total
4315 (6030) PROF. & TECH. SERV. - REPAIRS & MAINT	4,718.39
4330 (7501) TRAVEL - OUT OF TOWN	362.44
4340 (7510) TRAVEL - LOCAL	392.55
4355 (7001) DOCUMENT STORAGE	135.79
4360 (7001) RENT	11,885.53
4370 (7201) COMMUNICATIONS, PHONE & INTERNE	2,167.25
4375 (7051) POSTAGE	11.10
4450 (7420) NON-EMP TRAINING	346.77
4510 (7151) OFFICE SUPPLIES	344.83
4520 (7401/7405) PROGRAM SUPPLIES	842.50
4525 (7410) OUTREACH ACTIVITIES & MATERIALS	2,376.77
4550 (7620) DUES, FEES & SUBSCRIPTIONS	75.00
4645 (7302) REPAIRS & MAINTENANCE - EQUIP	1,807.62
7900 Individuals Restitution	-390.00
<b>Total for Expenses</b>	<b>\$280,576.72</b>
<b>Net Operating Income</b>	<b>\$298.84</b>
<b>Other Income</b>	
3500 INCOME, INTEREST ON LOCAL FUNDS	207.71
<b>Total for Other Income</b>	<b>\$207.71</b>
<b>Net Other Income</b>	<b>\$207.71</b>
<b>Net Income</b>	<b>\$91.13</b>

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of December 31, 2025

Distribution account	Total
<b>Assets</b>	
Current Assets	
Bank Accounts	
1113 GOCB - CHECKING ACCT (deleted)	0.00
1114 Renasant Bank - CHECKING	2,261,587.16
1115 PETTY CASH	100.00
<b>Total for Bank Accounts</b>	<b>\$2,261,687.16</b>
Accounts Receivable	
1100 *Accounts Receivable	
11001 Accounts Receivable - SR	0.00
11002 Accounts Receivable - VPK	0.00
11003 Accounts Receivable - CRRSA	0.00
11004 Accounts Receivable - ARPA	0.00
11005 Accounts Receivable - CARES	0.00
11006 Accounts Receivable - ESSER	0.00
11022 Grants Receivable - Children's Trust	0.00
1102 Grants Receivable	1,630,448.03
<b>Total for 1100 *Accounts Receivable</b>	<b>\$1,630,448.03</b>
<b>Total for Accounts Receivable</b>	<b>\$1,630,448.03</b>
Other Current Assets	
1151 PREPAID	
1152 PREPAID -POSTAGE	1,672.36
<b>Total for 1151 PREPAID</b>	<b>\$1,672.36</b>
1153 Other Current Assets	\$0.00
1197 Accrued Revenue	0.00
1210 Due From Others-Providers	0.00
<b>Total for 1153 Other Current Assets</b>	<b>\$0.00</b>
1200 DEPOSITS	8,860.00

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
**As of December 31, 2025**

Distribution account	Total
<b>Total for Other Current Assets</b>	<b>\$10,522.36</b>
<b>Total for Current Assets</b>	<b>\$3,902,657.55</b>
<b>Fixed Assets</b>	
1330 F.A. - Computers & Equipment	0.00
1340 F.A. - FURNITURE & EQUIPMENT	218,949.73
1349 ACCUMULATED DEPRECIATION 1349	-\$199,705.20
13491 Accumulated depreciation	-19,244.53
<b>Total for 1349 ACCUMULATED DEPRECIATION 1349</b>	<b>-\$218,949.73</b>
<b>Total for Fixed Assets</b>	<b>\$0.00</b>

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of December 31, 2025

Distribution account	Total
Other Assets	
1370 Right of Use Asset	\$602,861.00
1371 ROU Asset Accumulated Amortization	-385,482.49
<b>Total for 1370 Right of Use Asset</b>	<b>\$217,378.51</b>
<b>Total for Other Assets</b>	<b>\$217,378.51</b>
<b>Total for Assets</b>	<b>\$4,120,036.06</b>
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2120 ACCOUNTS PAYABLE	\$92,175.71
21201 Accounts Payable (A/P)	1,406,793.92
<b>Total for 2120 ACCOUNTS PAYABLE</b>	<b>\$1,498,969.63</b>
2150 GARNISHMENTS PAYABLE	0.00
2151 401K Loans Payable	0.00
<b>Total for Accounts Payable</b>	<b>\$1,498,969.63</b>
Credit Cards	
1141 Credit Card - DE (deleted)	0.00
1143 Credit Card - WW	0.00
1146 2787 - WW - THE FIRST CC	\$200.88
11461 2787 - WW - THE FIRST CC	0.00
11462 2787 - DE - THE FIRST CC	0.00
<b>Total for 1146 2787 - WW - THE FIRST CC</b>	<b>\$200.88</b>
<b>Total for Credit Cards</b>	<b>\$200.88</b>
Other Current Liabilities	
2124 Garnishments	-790.45
2199-wa Due to Service Providers	0.00
2210 Payroll wages and tax to pay	



**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
**As of December 31, 2025**

Distribution account	Total
2211 Payroll tax to pay	0.00
29981 Accrued Payroll	67,596.73
2998-wa Accrued Payroll Liability	0.00
<b>Total for 2210 Payroll wages and tax to pay</b>	<b>\$67,596.73</b>
2220 BENEFITS PAYABLE - VIS & DENT	
22202 Vision & Dental Employee Contribution hold	0.00
<b>Total for 2220 BENEFITS PAYABLE - VIS &amp; DENT</b>	<b>\$0.00</b>
2225 BENEFITS PAYABLE - 401K	
22251 401K Employee Contribution hold	0.00

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of December 31, 2025

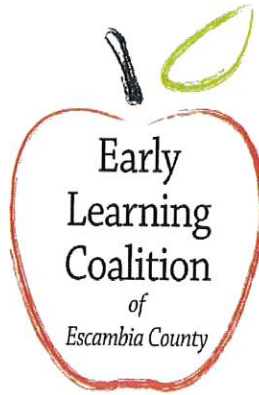
Distribution account	Total
<b>Total for 2225 BENEFITS PAYABLE - 401K</b>	<b>\$0.00</b>
2230 BENEFITS PAYABLE - HEALTH INS	
22303 Health Insurance Employee Contribution hold	0.00
<b>Total for 2230 BENEFITS PAYABLE - HEALTH INS</b>	<b>\$0.00</b>
2250 Interest-Due to State of FL	548.44
23000 Prior Year Adjustments to Receipts	\$0.00
23001 PE 6 30 23 Adjustment	0.00
<b>Total for 23000 Prior Year Adjustments to Receipts</b>	<b>\$0.00</b>
2400 SUSPENSE ACCT - INTEREST PTS	0.00
2401 SUSPENSE - PROV PT FL TREA HUNT	75.00
2402 SUSPENSE - FRAUD & RESTITUTION	0.00
2404 SUSPENSE - OTHER	0.00
2405 SUSPENSE ACCT - SDRNDG - Employee Deductions HOLD	\$0.00
24054 United Way Employee Contribution hold	0.00
24055 EMPLOYEE TAX LIABILITY HOLDING Account	0.00
<b>Total for 2405 SUSPENSE ACCT - SDRNDG - Employee Deductions HOLD</b>	<b>\$0.00</b>
2410 ADVANCES FROM OEL	\$0.00
24101 Advances Form OEL - SR	1,500,000.00
24102 Advances from OEL - VPK	500,000.00
24103 Advances from OEL - CRRSA	0.00
24104 Advances from OEL - ARPA	0.00
<b>Total for 2410 ADVANCES FROM OEL</b>	<b>\$2,000,000.00</b>
2420 Deferred Revenue	0.00
2500 ST Lease Liability ROU Asset	139,528.41
2600 FIRE INSURANCE CLAIM SUSPENSE	95,224.17
<b>Total for Other Current Liabilities</b>	<b>\$2,302,177.30</b>
<b>Total for Current Liabilities</b>	<b>\$3,801,347.81</b>
Long-term Liabilities	

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of December 31, 2025

Distribution account	Total
2650 LT Lease Liability ROU Asset	84,254.31
<b>Total for Long-term Liabilities</b>	<b>\$84,254.31</b>
<b>Total for Liabilities</b>	<b>\$3,885,602.12</b>
Equity	
2700 OPENING EQUITY	\$0.00
2701 FY 0708 OPENING EQUITY ITEMS (deleted)	0.00
<b>Total for 2700 OPENING EQUITY</b>	<b>\$0.00</b>
2705 UNRESTRICTED - NET ASSETS	0.00
3000 Opening balance equity	0.00

**Statement of Financial Position**  
**EARLY LEARNING COALITION OF ESCAMBIA COUNTY**  
As of December 31, 2025

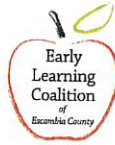
Distribution account	Total
3200 Unrestricted Net Assets	128,770.94
Retained Earnings	102,994.02
Net Income	2,668.98
<b>Total for Equity</b>	<b>\$234,433.94</b>
<b>Total for Liabilities and Equity</b>	<b>\$4,120,038.06</b>



## **Board Meeting February 18, 2026**

### **Meeting Package**

<b>1. Agenda</b>	<b>1-2</b>
<b>2. Executive Committee Report</b>	<b>3</b>
<b>3. Executive Director's Report</b>	<b>4-5</b>
<b>4. DEL Invoice Dashboard</b>	<b>6</b>
<b>5. Enrollment/Wait List Status Report</b>	<b>7-11</b>
<b>6. Contracting Summary</b>	<b>12-13</b>
<b>7. Thompson's Resignation Letter</b>	<b>14</b>
<b>8. Delegation Letter for the ED</b>	<b>15</b>
<b>9. Employee Handbook</b>	<b>ATT</b>
<b>10. MOU ELC &amp; CAPC</b>	<b>16</b>
<b>11. Accountability Review Final Report &amp; CAP</b>	<b>17-18</b>



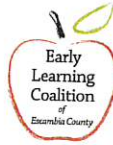
Early Learning Coalition of Escambia County  
Board Meeting Agenda  
February 18, 2026, at 10:00 a.m.

**Pages**

<b>I. Welcome and Introductions</b>	
a. Notification of this meeting of the Board of Directors was posted to the Coalition Public Calendar Board and sent to the Pensacola News Journal for publication on February 3, 2026	
<b>II. Public Comments</b>	
<b>III. Chair Opening Comments</b>	
a. Approval of Consent Agenda: Meeting Agenda, Minutes of January 6, 2026, Financial Reports for October through December 2025 (BA)	CA1 – CA37
b. Board Handbook/Training (D)	
<b>IV. Executive Committee Report</b>	3
a. Introduction of New Executive Director (D)	
b. Coalition's By-Laws Revision (D)	
c. Gubernatorial Board Appointments and Total Board Membership (D)	
<b>VI. Executive Director's Report</b>	4-5
a. Coalition Status Reports:	
1. Financial Update (D)	Mona Jackson 6
2. SR/VPK Enrollment/Wait List Status Report (D)	Nina Daniels 7-11
3. Contracting Summary Report (D)	Dawn Engel 12-13
<b>VII. Old Business</b>	
a. Fiscal Year 25-26 SR Funding Projections – Update (D)	
b. Impact 100 Grant - Update (D)	Melissa Jennings
<b>VIII. New Business</b>	
a. Mr. Thompson's Board Resignation (D)	14
b. RDC Chair Vacancy (D)	
c. Approval of New ED's Credit Card (BA)	
d. Approval of adding Mr. Henderson to the Checking Account (BA)	
e. Delegation Letter for the ED (BA)	15
f. Employee Handbook Revision (BA)	ATT
g. MOU ELC and CAPC (BA)	16

Key: (BA) = Board Approval (D) = Discussion (I) = Information Att = Attached file

*The mission of the Early Learning Coalition of Escambia County is to identify and meet the needs of children and families to lay the foundation for lifetime success by: maximizing each child's potential, preparing children to enter school ready to learn, and helping families achieve economic self-sufficiency.*



- h. HR Services **(I)**
- i. Bruce Watson's Retirement Celebration Ideas **(D)**

**IX. Audits and Reviews in Progress**

- a. 2024-2025 Financial Review - Report **(D)**
- b. 2024-2025 Accountability Review - Final Report and CAP **(D)**
- c. FY 2024-2025 A-133 – Initial Introduction **(I)**

**17-18**

**X. Adjourn**

**Next Meeting: Thursday, May 14, 2026, at 10:00 a.m. at the Early Learning Coalition offices,  
1720 W. Fairfield Dr., Suite 100/400, Pensacola, FL 32501**

**Key: (BA) = Board Approval (D) = Discussion (I) = Information Att = Attached file**

*The mission of the Early Learning Coalition of Escambia County is to identify and meet the needs of children and families to lay the foundation for lifetime success by: maximizing each child's potential, preparing children to enter school ready to learn, and helping families achieve economic self-sufficiency.*





## **Executive/Finance Committee Report Tammy Hicks - Interim Chair**

The following is an informal summary of the last two meetings of the Executive Committee. This summary is not to be considered the official minutes of the Committee as these comments precede formal approval of the Committee's Minutes at their next meeting. The summary is accurate in that the comments are lifted from the draft minutes of the Committee.

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The Executive Committee last met on December 8, 2025, and January 22, 2026.

From the December and January meetings the Committee reviewed the financial updates, invoice dashboards, utilization reports, and Resource Development Committee recommendations.

**Executive Director Candidate Counteroffer (D)** – Mr. Al Henderson, submitted a counteroffer to the Interim Board Chair and decided to add it to the agenda of the January 22 meeting for discussion. The Committee agreed and offered Mr. Henderson a salary of \$95,000, an additional \$5000 increase from the original offer. Mr. Henderson's start date was February 2, 2026.

**Coalition Bylaws (D)** – It has been determined that the current bylaws need substantial revision. Ms. Engel is in the process of updating the bylaws, with support and guidance from other Coalitions across the state. It was discussed that upon the completion, she will forward to Ms. Craig Jones for review and recommendations.

**Gubernatorial Board Appointments and Total Board Membership (D)** – Upon review of the structure of our Board, we have identified several areas with gaps. Ms. Hicks has accepted the Interim Board Chair position, however, Ms. Hicks requests this seat be filled as soon as possible. This seat is a Governor Appointed position; therefore, we need an applicant to submit an application. The Coalition also has two (2) Private Sector Governor Appointment positions available. We are required to advertise these positions. Ms. Engel has updated the Coalition website to reflect the open positions and ensured that the applications and questionnaires are current. This will keep us compliant with the DEL.



## **Executive Director's Report**

### **Coalition Status Reports:**

**DEL Invoice Dashboard** - Through December the Coalition spent \$9.4 million of the \$19.4 million SR grant which is 48.6% of the grant. SR Admin was 1.6%, Non-Direct Services was 14.8% and Quality was 8.5%. VPK Services was \$2.1 million of \$4.8 million which is 43.8%. VPK Admin spending was 2.2%. Note that the Dashboard still includes the \$1.4 million submitted as a Prior Year Invoice for SR services in June 2025. The DEL still has not adjusted the current year balances to account for this amount, and therefore utilization figures are skewed accordingly.

**Enrollment/Wait List Status Report** - There are 2,328 children enrolled in the School Readiness program of which 74 are SRMAT and 17 are SR Plus. 956 are school-age children. The BG8 ECON Pri 6 Wait List had 64 children, Pri 7 had 4 children and the SRMAT Wait List has 30 children as of February 9, 2026. We are actively pulling children from the Wait List weekly.

There are 1446 enrolled of the 1881 approved in the 2025-2026 VPK program.

**Contracting and Fraud Summary Report** - There are 87 SR Providers, and 67 VPK Providers.

### **Old Business**

**Fiscal Year 25-26 SR Funding – Update (D)** – Mr. Thomas Porter will give update

**Impact 100 Grant (D)** – Melissa Jennings has been working with Impact 100, the dealership and the design team in moving forward with the Classroom on Wheels.

### **New Business**

**Mr. Thompson's Board Resignation (D)** – Mr. Roger Thompson notified the Coalition by email of his resignation which was effective January 31, 2026.

**Resource Development Committee (RDC) Chair Vacancy (D)** – Mr. Thompson was the Chair of the RDC. Along with that role, Mr. Thompson was one of the five (5) members of the Executive Committee. Therefore, we have two (2) seats we need to fill in on our committees.

**Approval of New ED's Credit Card (BA)** – The Coalition currently had three (3) credit card holders, with Mr. Watson's card being the card with the highest credit limit. We have several items tied to this credit card and cannot terminate this account until Mr. Henderson has received and activated his new credit card. The total credit limit for our account is \$35,000 – Mr. Watson \$25,000, Ms. Engel \$5,000 and Ms. Maxwell \$5,000.



**Employee Handbook Revision (BA)** – The Employee Handbook was updated to clarify the steps the Coalition will take when the Governor appoints additional holidays that fall on days the Coalition is already closed. In addition to this change, the Coalition updated its Professional Development Policy to reimburse 100% of course costs upon successful completion and revised the PTO submission language in the online system.

**By-Laws Revision (D)** – The Coalition has to notify the Board at least 30 days in advance upon revising the By-Laws. This serves as notification to the Board. Ms. Engel is in the process of updating the bylaws, with support and guidance from other Coalitions across the state. It was discussed that upon the completion, she will forward to Ms. Craig Jones for review and recommendations.

Staff were requested to develop a Board Member Handbook and compliance resources. The Board Chair was notified of a policy violation involving the disclosure of employee information to a non-employee during a Board meeting. In response to issues identified during the Executive Director hiring process, Ms. Hicks requested updates to the by-laws and the creation of a Board Member Handbook to address these and other governance concerns.

**HR Services (I)** – Mr. Thomas Porter will offer solutions.

**Bruce Watson's Retirement Celebration Ideas (D)** – Ideas for the Board to consider

#### **Audits and Reviews In Progress**

**2024-2025 Financial Review - Report (D)** – The Coalition has completed the DEL Fiscal Monitoring, with one possible finding. The auditor has sent his report to the DEL inquiring about the potential finding.

**2024-2025 Accountability Review - Final Report and CAP (D)** – The Coalition has completed the Corrective Action Plan that was due to DEL. This review is closed.

**FY 2024-2025 A-133 – In Process (I)**

# ETC OF ESCAMBIA COUNTY EXECUTIVE SUMMARY

Version 26.1.13.1

## TARGETS AND RESTRICTIONS

## PROGRAM TOTALS

SR Direct Services Min: 78%	8,023,234 + 119,437 9,560,733	85.2%	SR Total	Budget	Expenditure	Balance	% of Budget Spent
SR Admin Max: 5%	159,732 + 9,560,733	1.671%	SR Admin	19,443,682	9,441,296	10,002,386	48.6%
SR Admin/NonDirect/Quality Max: 22%	1,418,062 + 9,560,733	14.8%	SR Non-Direct	356,107	159,732	196,375	44.9%
SR Quality Min: 4%	812,354 + 9,560,733	8.5%	SR Quality	934,280	445,976	488,305	47.7%
SR Match Max: \$186,786 Dollar-for-Dollar Match:	68,339.18		SR Direct Services*	2,185,483	812,354	1,373,129	37.2%
VPK Admin Max: 5%	46,329 2,093,580	2.213%	Quality Performance	15,967,812	8,023,234	7,944,578	50.2%
SR Plus Admin Max: 5%	3.6%		QPI Shortfall	868,415	431,078	437,337	49.6%
			SR Match	91,912	91,912		100%
			Special Needs	186,786	68,339	118,447	36.6%
			Spec Needs Shortfall				0
			Gold Seal	399,681	292,803	106,878	73.3%
			SR Plus	73,628	25,095	48,533	34.1%
			VPK Total	4,882,564	2,139,908	2,742,656	43.8%
			VPK Admin	232,503	46,329	186,175	19.9%
			VPK DS	4,650,061	2,093,580	2,556,481	45.5%
			VPK PA	41,072	29,483	11,589	71.8%

\* Includes SR Match, Special Needs, Gold Seal, QPI Shortfall, & SN Shortfall

## YTD MATCH SUMMARY

## NOTES

Cost Type	Cash in EFSM	Cash not in EFSM	Total Cash	Public Funds	Private Funds
Direct Service	119,437.14	.00	119,437.14		
Admin	.00	.00	0.00		
All Non Direct	.00	.00	0.00		
Quality	.00	.00	0.00		

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

SR/VPK Status Report as of 2/2/26

SR Children Currently Enrolled by Age by Funding as of 2/2/26					
	Fed A	B-1-2-3-4	State	Local	Total
0-2	1	1	1	1	4
3-4	1	1	1	1	4
5-6	1	1	1	1	4
7-8	1	1	1	1	4
9-10	1	1	1	1	4
11-12	1	1	1	1	4
13-14	1	1	1	1	4
15-17	1	1	1	1	4
18-24	1	1	1	1	4
25-34	1	1	1	1	4
35-44	1	1	1	1	4
45-54	1	1	1	1	4
55-64	1	1	1	1	4
65+	1	1	1	1	4
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>48</b>

School Age Children	PT/FT	FT hol/brk
956	800	156

Total Pri 6	Total Pri 7	Total Less SRMAT	SRMAT	Total WL
64	4	68	30	98

VPK 25/26 Program Year				
Adhoc Reports	Submitted	Approved	Enrolled	Rejected
School Year	0	1881	1446	55
Summer	0	2	0	4



**ELC ESCAMBIA FY24/25 WAIT LIST PULL RESULTS SUMMARY**

[illegible]

DATE	COUNT	DATE	COUNT	DATE	COUNT
05/27/25	67	06/09/25	61	06/23/25	64
06/02/25	93	06/16/25	63	06/30/25	63



ELC ESCAMBIA FY25/26 WAIT LIST PULL RESULTS SUMMARY

		Family/Parent Data										Transition Data (Waiting for Provider) - <b>Note 1</b>						Child Data			
Pull Date	Applied Range	Families In Pull	No Response	Over Income	Declined Services	No Provider Chosen	No Purpose for Care	Elig Started Not Complete	Families Enrolled	Families Wtg Provider	Child Wtg for Provider	Children Waiting for Provider by Age Group					# Children In Pull	# Children Enrolled	% Children Enrolled		
												Inf	1	2	3	4	5	Sch			
Wait List Pulls Greater Than 60 Days																					
10.14.25	05/05/25-05/19/25	38	8	1	4	0	0	6	18	1	2	0	0	0	1	0	0	1	69	32	46%
10.22.25	05/20/25-6/01/25	29	11	0	1	0	0	3	13	1	1	0	0	0	1	0	0	0	53	34	64%
11.04.25	06/02/25-6/15/25	19	9	0	2	0	0	2	6									33	12	36%	
11.12.25	06/16/25-06/29/25	21	11	1	2	0	0	5	2									34	4	12%	
11.18.25	06/30/25-7/13/25	28	15	0	1	0	0	3	9									44	12	27%	
11.25.25	07/14/25-07/27/25	19	12	0	0	0	0	0	7									37	15	41%	
Wait List Pulls Greater Than 30 Days Less Than 60 Days																					
12.10.25	07/28/25-09/01/25	40	16	0	0	0	0	6	14	4	6	1	1	1	0	1	0	2	58	19	33%
12.16.25	09/02/25-12/14/25	125	44	0	0	0	0	21	55	5	7	0	4	0	2	0	0	1	222	87	39%
Over 30 Response Totals		319	126	2	10	0	0	46	124	11	16	1	5	1	3	2	0	4	550	215	39%
Family Response Percentage		58%	39%	1%	3%	0%	0%	14%	39%	3%											
Wait List Pulls Less Than 30 Days																					
1.15.26	12/15/25-1/11/26	89	26	1	0	0	0	39	16	7	11	2	0	0	1	2	0	6	146	24	16%
1.21.26	1/12/26-1/18/26	36	10	0	0	0	0	17	6	3	4	0	1	1	1	0	1	0	70	11	16%
1.28.26	1/19/26-1/25/26	16	4	0	0	0	0	12	0									27	0	0%	
2.3.26	01/26/26-2/1/26	23	6	0	0	0	0	17	0									23		0%	
Under 30 Response Totals		164	46	1	0	0	0	85	22	10	15	2	1	1	2	2	1	6	266	35	13%
Family Response Percentage		72%	28%	1%	0%	0%	0%	52%	13%	6%											
2/9/2026		Note 1: Transition data is not counted in Families or Child Data.																			

PS CHILDREN PENDING PROVIDER

DATE	COUNT	DATE	COUNT	DATE	COUNT	DATE	COUNT
11/24/25	89	12/08/25	85	12/29/25	89	01/12/26	73
12/01/25	89	12/15/25	87	01/05/26	84	01/20/26	69
						02/02/26	73
						02/09/26	71



ELC ESCAMBIA FY24/25 WAIT LIST PULL RESULTS SUMMARY - SRMT ONLY

Pull Date		Applied Range	Family/Parent Data										Transition Data (Waiting for Provider) - <b>Note 1</b>										Child Data		
			Families In Pull	No Purpose for Care	Over Income	Declined Services	No Provider Chosen	Elig Started Not Complete	No Response	Families Enrolled	Families Wtg Provider	Child Wtg for Provider	Children waiting for Provider by Age Group					# Children In Pull	# Children Enrolled	% Children Enrolled					
													Inf	1	2	3	4	5	Sch						
Wait List Pulls Greater Than 60 Days																									
02/06/25		03/04/24-04/07/24	3	0	0	1	0	0	1	0	1	1	0	0	0	0	1	0	0	4	0	0%			
03/11/25		7/8/24-8/4/24	5	0	0	0	0	0	1	3	1	1	0	0	1	0	0	0	0	8	4	50%			
04/15/25		09/16/24-10/27/24	15	0	0	0	0	2	8	2	3	3	1	0	2	0	0	0	0	18	3	17%			
04/30/25		10/28/24-11/17/24	17	0	2	0	0	1	4	8	2	3	0	0	2	0	0	0	1	21	9	43%			
05/14/25		11/25/24-5/4/25	63	0	0	3	0	14	18	24	4	5	0	2	0	0	1	1	1	85	31	36%			
Wait List Pulls Greater Than 30 Days Less Than 60 Days																									
Over 30 Response Totals			103	0	2	4	0	17	32	37	11	13	1	2	5	0	2	1	2	136	47	35%			
Family Response Percentage			53%	0%	2%	4%	0%	17%	31%	36%	11%														
Wait List Pulls Less Than 30 Days																									
Under 30 Response Totals			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%			
Family Response Percentage			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!														
Report Date: 2/9/26			Note 1: Transition data is not counted in Families or Child Data.																						



ELC ESCAMBIA FY25/26 WAIT LIST PULL RESULTS SUMMARY - SRMT ONLY

Pull Date		Applied Range	Family/Parent Data										Transition Data (Waiting for Provider) - <b>Note 1</b>										Child Data		
			Families In Pull	No Response	Over Income	Declined Services	No Provider Chosen	No Purpose for Care	Elig Started Not Complete	Families Enrolled	Families Wtg Provider	Child Wtg for Provider	Children Waiting for Provider by Age Group					# Children In Pull	# Children Enrolled	% Children Enrolled					
													Inf	1	2	3	4	5	Sch						
Wait List Pulls Greater Than 60 Days																									
10.14.25	05/05/25-05/19/25		7	2	0	1	0	0	2	2										13	3	23%			
10.22.25	05/20/25-06/01/25		6	3	0	0	0	0	1	2										6	2	33%			
11.4.25	06/02/25-6/15/25		1	0	0	0	0	0	0	1										1	1	100%			
11.07.25	06/02/25-06/16/25		2	1	1	0	0	0	0	0										2	0	0%			
11.18.25	06/17/25-7/13/25		8	4	0	0	0	0	2	2										12	3	25%			
11.25.25	07/14/25-07/27/25		6	5	0	0	0	0	0	1										8	1	13%			
Wait List Pulls Greater Than 30 Days Less Than 60 Days																									
12.10.25	07/28/25-09/01/25		10	4	0	0	0	0	3	3										15	4	27%			
12.16.25	09/02/25-12/14/25		18	4	0	0	0	0	1	9	3	3	2	0	0	1	0	0	0	21	12	57%			
Wait List Pulls Less Than 30 Days																									
Over 30 Response Totals			58	23	1	1	0	0	9	20	3	3	2	0	0	1	0	0	0	78	26	33%			
Family Response Percentage			59%	40%	2%	2%	0%	0%	16%	34%	5%														
Wait List Pulls Less Than 30 Days																									
																						#DIV/0!			
Under 30 Response Totals			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!			
Family Response Percentage			#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!													
Report Date: 2/9/26			Note 1: Transition data is not counted in Families or Child Data.																						



## Contract and Fraud Summary Report FY25-26 (6)

ACTIVE SCHOOL READINESS PROVIDERS						
	FY 2025-2026					
Provider Type	FY 23-24	FY 24-25	Previous Total	Providers Added	Providers Removed	Current Total
LFCCH	14	14	15	1	0	16
RFCCH	4	6	7	0	0	7
Licensed Center	56	52	55	1	0	56
Licensed Exempt Center	10	8	8	0	0	8
After School Only	0	0	0	0	0	0
<b>Total Active SR Providers</b>	<b>84</b>	<b>80</b>	<b>85</b>	<b>2</b>	<b>0</b>	<b>87</b>

### NEW CONTRACTED SCHOOL READINESS PROVIDERS

	FY 2025-2026				
Provider Type	FY 23-24	FY 24-25	Previous Total	New Contracts	Total New Contracts
Homes (LFCCH & RFCCH)	2	3	3	1	4
Licensed Center	5	3	4	1	5
Licensed Exempt Center	0	3	0	0	0
After School Only	0	0	0	0	0
<b>Total New SR Contracts</b>	<b>7</b>	<b>9</b>	<b>7</b>	<b>2</b>	<b>9</b>

### PROVIDER SR CONTRACT TERMINATIONS

	FY 2025-2026					
Provider Type	FY 23-24	FY 24-25	Previous Total	New Terms	Termination Reasons	Current Total
LFCCH	0	1	1	0		1
RFCCH	2	0	0	0		0
Licensed Center	2	7	1	0		1
Licensed Exempt Center	2	4	0	0		0
<b>Total Provider Choice Terminations</b>	<b>6</b>	<b>12</b>	<b>2</b>	<b>0</b>		<b>2</b>

### COALITION SR CONTRACT TERMINATIONS

	FY 2025-2026					
Provider Type	FY 23-24	FY 24-25	Previous Total	New Terms	Termination Reasons	Current Total
Licensed	1	0	0	0		0
Exempt	0	1	0	0		0
Registered FCCH	0	0	0	0		0
<b>Total Coalition Contract Terminations</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>		<b>0</b>

<b>TOTAL CONTRACT TERMINATIONS</b>	<b>7</b>	<b>13</b>	<b>2</b>	<b>0</b>		<b>2</b>
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#### Termination Reason Key

1= Provider Choice - Retired	8= Insurance Non-Compliance
2= Provider Choice - Low enrollments	9= VPK Improvement Plan Non-Compliance
3= Provider Choice - No reason given	10= Fraud Referral
4= Change in status (i.e. Licensed)	11= VPK -No VPK Director
5= Contract Non-Compliance	12= Prior Year Contract Non-Renewal
6= DEL/ELC Policy Non-Compliance	13= Provider Required to Close
7= ASQ Non-Compliance	



# Contract and Fraud Summary Report FY25-26 (6)

ACTIVE VPK PROVIDERS						
			FY 2025-2026			
Provider Type	FY 23-24	FY 24-25	Previous Total	Providers Added	Providers Removed	Current Total
Licensed	44	41	42	0	0	42
Licensed Exempt	12	10	9	0	0	9
School District	16	16	16	0	0	16
Total Active VPK Providers	72	67	67	0	0	67
NEW CONTRACTED VPK PROVIDERS						
			FY 2025-2026			
Provider Type	FY 23-24	FY 24-25	Previous Total	New Contracts	Total New Contracts	
Licensed	2	2	1	0	1	
Licensed Exempt	1	1	0	0	0	
Total New VPK Contracts	3	3	1	0	1	
PROVIDER VPK CONTRACT TERMINATIONS						
			FY 2025-2026			
Provider Type	FY 23-24	FY 24-25	Previous Total	New Terms	Termination Reasons	Current Total
Licensed Center	4	4	0	0		0
Licensed Exempt Center	0	3	1	0		1
Total Provider Choice Terminations	4	7	1	0		1
COALITION CONTRACT TERMINATION						
			FY 2025-2026			
Provider Type	FY 23-24	FY 24-25	Previous Total	New Terms	Termination Reasons	Current Total
Licensed	1	1	0	0		0
Exempt	0	0	0	0		0
Total Coalition Contract Terminations	1	1	0	0		0
TOTAL CONTRACT TERMINATIONS	5	8	1	0		1
Total VPK Only Providers	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
	34	37	39	35	35	32
Fraud Summary						
Pending Action	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Total Cases	0	0	6	16	20	5
Active Client	0	0	5	3	2	2
Active Provider	0	0	0	0	0	0
Restitution Submitted	\$0.00	\$0.00	\$154,280.00	\$2,827,972.29	\$2,607,730.86	\$118,051.88
Pending Client	3	0	5	14	20	2
Pending Provider	0	0	0	1	1	1
Potential Restitution	\$0.00	\$0.00	\$152,811.00	\$2,827,972.29	\$2,996,311.50	\$118,051.88
Closed or Adjudicated	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Client	0	0	1	3	9	0
Provider	0	0	0	0	0	0
Restitution Ordered	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Restitution Ordered Prior to July 2015	\$174,566.00					

**Renee Maxwell**

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**From:** R Thompson <rdthompsonboard1@yahoo.com>  
**Sent:** Tuesday, January 27, 2026 11:12 AM  
**To:** Dawn Engel; Bruce Watson; Renee Maxwell; Tammy Hicks  
**Subject:** Resignation

Dear Ms. Hicks, Ms. Engel, Mr. Watson and Members of the Board of Directors;

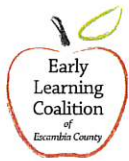
Please accept this notice of resignation from the Board of Directors of the Early Learning Coalition of Escambia County. My last day will be January 31, 2026. It has been a privilege to have served on the Board for 23+ years and since I have been retired for over 5 years from the Department of Children and Families, I believe it is time to relinquish my position on the Board to allow for new blood to bring in new, fresh ideas.

I believe that this agency is a vital resource for the families (and businesses) in Escambia County as well as Santa Rosa County. It has offered much more than just assistance to parents for "childcare" so that they may hold jobs or attend school. It has offered training and/or classes for thousands of caregivers, parents, and business owners. Without childcare assistance in particular, hundreds of businesses would not survive.

Thank you for allowing me to be a part of such an important agency and I look forward to hearing about the continued excellent work produced by the Coalition.

Sincerely,  
Roger Thompson.





## Early Learning Coalition of Escambia County



18 February 2026

As the Executive Director of the Early Learning Coalition of Escambia County, Alphonsa Henderson has the authorization from the Board of Directors to sign all contractual agreements approved by the Board of Directors, to sign all documents related to the grant agreements from Florida's Division of Early Learning or any other state agency relating to the obligations of the Coalitions as approved by the Board of Directors, to sign documents for the Board of Directors as authorized by the Board and/or Executive Committee, any other documents necessary to conduct Coalition business activity with fiscal institutions, community partner agencies, and service contracts. As the Executive Director, he shall have the authority to obligate the Coalition's participation and resources in grants, local agreements, multi-county agreements and memorandums of understanding that support the vision and mission of the Early Learning Coalition.

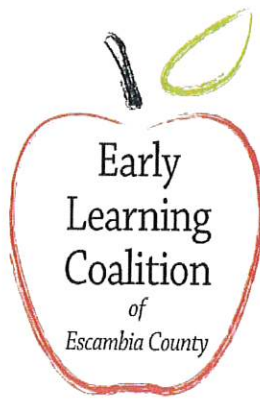
Authorized by the Board of Directors on February 18, 2026.

Interim Board Chair:

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Tamela Hicks

Interim Chair  
Early Learning Coalition  
Escambia County



# **Attachment**

# **Employee Handbook**

**Memorandum of Understanding (MOU)**  
**Community Action Program Committee, Inc. (CAPC)**  
**and**  
**The Early Learning Coalition of Escambia County (ELC)**

**1. Purpose**

CAPC and ELC agree to collaborate to strengthen early childhood education, streamline family access to services, and support providers and the early learning workforce in Escambia County.

**2. Shared Commitments**

Both parties agree to work together to:

- Improve access to high-quality early learning for children birth to five
- Coordinate referrals, eligibility, and enrollment where appropriate
- Support providers through aligned training, coaching, and quality improvement
- Enhance family engagement and connect families to wraparound services
- Share allowable data to support planning and service coordination

**3. CAPC Responsibilities**

CAPC will:

- Coordinate with ELC on referrals and enrollment for Head Start/Early Head Start
- Share allowable data in compliance with HIPAA, and Head Start standards
- Provide access to CAPC wraparound services for families referred by ELC
- Participate in joint training, outreach, and quality improvement efforts

**4. ELC Responsibilities**

ELC will:

- Coordinate with CAPC on referrals for School Readiness, VPK, and related programs
- Share allowable data to support coordinated enrollment and provider support
- Include CAPC in relevant training, workforce, and quality initiatives
- Collaborate on outreach and communication to families and providers

**5. Term & Termination**

This MOU is effective upon signature and remains in place for one (1) year, unless extended. Either party may terminate the agreement with 30 days' written notice.

**6. Nature of Agreement**

This MOU reflects mutual intent to collaborate. It is non-binding and does not create contractual or financial obligations.

**7. Signatures**

Community Action Program Committee, Inc.

Early Learning Coalition of Escambia County, Inc

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**From:** [Law, Renee](#)  
**To:** [Bruce Watson](#)  
**Cc:** [Van Mansker](#); [Dawn Engel](#); [Williams, Reginal](#); [Sampson, LaToya](#); [Bull, William](#); [Miller, Cari](#); [Madry, Chaneka](#)  
**Subject:** Escambia AS24-25.07 CAP DEL response and review closure (12-2-25)  
**Date:** Tuesday, December 2, 2025 12:09:45 PM  
**Attachments:** [image001.png](#)  
[ELC of Escambia AS24-25.07 CAP DEL response \(12-2-25\).pdf](#)

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Dear Mr. Watson:

The Division of Early Learning Program Integrity Unit, Accountability Section, confirms the successful final acceptance of all necessary corrective actions in response to the ***ELC of Escambia County Accountability Report AS24-25.07***, published Aug. 11, 2025. The administrative record for the Accountability Review for the Early Learning Coalition of Escambia County was closed effective **Dec. 2, 2025**.

If you have any questions regarding this letter, the report, or close out process, please contact LaToya Sampson, accountability review supervisor, at [LaToya.Sampson@del.fldoe.org](mailto:LaToya.Sampson@del.fldoe.org) or (850) 717-8615.

Sincerely,

Renée Law, Program Writer  
Division of Early Learning  
Department of Education  
325 West Gaines Street  
Tallahassee, FL 32399  
[Renee.Law@del.fldoe.org](mailto:Renee.Law@del.fldoe.org)  
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EARLY LEARNING COALITION OF ESCAMBIA COUNTY	
Type of Response	Date of Response
Coalition Courtesy Review Response	May 28, 2025; July 16, 2025; July 17, 2025
DEL Courtesy Review Response	Aug. 12, 2025
Coalition Corrective Action Plan	Sept. 9, 2025; Nov. 3, 2025
DEL Response to Corrective Action Plan	Dec. 2, 2025
<b>Instructions for Corrective Action Plan due 30 days after report's publication – For a finding the coalition has not corrected since the review, the coalition should take corrective actions to comply with all applicable statutes, rules and recommendations.</b>	

## Background information

### Scope of services –

During the review period, the coalition and its contractor, Digital Boardwalk, provided the following early learning services –

SR child eligibility determinations	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
VPK child eligibility determinations	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
VPK provider eligibility determinations	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
SR provider reimbursements	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
VPK provider reimbursements	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
CCR&R	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
Parent support	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
Health screening	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
Developmental screening	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
SR provider recruitment	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
VPK provider recruitment	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
SR provider training	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
VPK provider training	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
DEL statewide information system management	<input checked="" type="checkbox"/> Coalition	<input type="checkbox"/> Contractor
Information Systems Security	<input type="checkbox"/> Coalition	<input checked="" type="checkbox"/> Contractor

### Coalition courtesy review response –

We have both one staff and a contractor. Both share Information Systems Security Duties.

### DEL courtesy review response –

DEL will amend the report to state that the coalition also provides information systems security.

## V. Coalition Governance

### CG-A

- The coalition adheres to statutory and program requirements for board membership. (ss. 286.011 and 1002.83(2)-(12), Florida Statutes (F.S.); Rule(s) 6M-9.110 and 115, FAC; Article I, Section 24(b), Florida Constitution)

#### Finding(s) –

The coalition has two governor appointee positions that have been vacant since Dec. 18, 2018, and Oct. 15, 2021, respectively. DEL did not receive documentation that the coalition has made efforts to recruit applicants to fill these vacancies, and the Governor's Office of Appointments stated it has not received any applications.